

11.1.1 Planning Director

A. Designation of Planning Director as Administrative Official

Pursuant to KRS 100.271, the Director of Jefferson County Planning and Design Services (or successor agency) is designated as the principal administrative official for the implementation and enforcement of regulations contained in this Code. Unless specifically stated to the contrary, the term "Director" or "Planning Director" shall include his or her designees.

B. General Functions, Powers and Duties

1. Written Records – For purposes of KRS 61.870 et seq., the Planning Director shall serve as the custodian of official records.
2. Files and Applications - The Planning Director shall be responsible for the receipt, review for completeness and substantial compliance, official acceptance, and maintenance of current and permanent files, applications and records for all permits and approvals required by this Code and including but not limited to Zoning and Form District Map Amendments, Conditional Uses, Subdivision Plats, and Development Plans. For purposes of beginning the notice and review process, the Planning Director shall determine when all necessary applications and supporting documents are complete and in sufficient detail.
3. Other - The Planning Director shall perform such other duties and functions as are required by the provisions of this Chapter.

11.1.2 Technical Review Committee

A. Establishment of Technical Review Committee

There is hereby established a Technical Review Committee. The word "Committee" when used in this Part shall be construed to mean the Technical Review Committee. The structure, membership, and duties may be modified by the Planning Commission.

B. Committee Membership and Officers

The Committee shall be composed of members representing departments and agencies (and their successor agencies) responsible for reviewing land development proposals. The Planning Commission, at the request of the Planning Director, may modify the makeup of the Committee. Membership includes but is not limited to the following:

1. Core Members
 - a. Louisville Metro Planning and Design Services
 - b. Louisville and Jefferson County Metropolitan Sewer District
 - c. Louisville Metro Departments of Public Works
 - d. Louisville Metro Department of Inspections, Permits and Licenses

2. Full Members
 - a. Kentucky Department of Transportation
 - b. Louisville Metro Historic Landmarks and Preservation District
 - c. Metropolitan Development Authority
 - d. Jefferson County Environmental Health and Protection
 - e. Louisville Metro Air Pollution Control District
 - f. Fire Department having jurisdiction
3. Advisory Members
 - a. Louisville Gas and Electric
 - b. Louisville Water Company
 - c. Cable Utilities
 - d. Kentucky Division of Water
 - e. Bell South
 - f. Natural Resources Conservation Service (NRCS)
 - g. Transit Authority of River City (TARC)
- C. Officers and Committees

The Chairman of the Committee shall be the Planning Director. Other offices and subcommittees to carry out the purposes of this Chapter, may be appointed by the Planning Director as needed.
- D. General Functions, Powers and Duties
 1. Application Review

The Committee may review applications and make recommendations to appropriate approval authorities regarding approval, denial and, where applicable, conditions and safeguards to be placed upon the approval of applications required by this Chapter including, but not limited to the following:

 - a. Subdivisions
 - b. Conditional Uses
 - c. Zoning Map and Form District Map Amendments
 - d. Development Plans
 - e. Street Closings and Street Name Changes
 - f. Other Applications referred by the Planning Commission, Board of Zoning Adjustment or their Committees for review and resolution of technical issues

g. Other Applications referred to the Committee by the Planning Director

2. Other Duties

The Committee shall carry out such other duties as may be assigned to it from time to time.